EXECUTIVE SECRETARIAT

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Executive Secretary

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THE WHITE HOUSE

WASHINGTON

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November 3, 1983

MEMORANDUM FOR THE SECRETARY OF STATE

THE SECRETARY OF TREASURY

THE SECRETARY OF DEFENSE

THE SECRETARY OF AGRICULTURE THE SECRETARY OF COMMERCE

THE SECRETARY OF COMMERCY

THE DIRECTOR, OFFICE OF MANAGEMENT AND BUDGET

THE DIRECTOR OF CENTRAL INTELLIGENCE

UNITED STATES REPRESENTATIVE TO THE UNITED NATIONS

UNITED STATES TRADE REPRESENTATIVE

CHAIRMAN, COUNCIL OF ECONOMIC ADVISERS

CHAIRMAN, JOINT CHIEFS OF STAFF

SUBJECT:

Cabinet-Level Participation in the President's

Trip to Japan and Korea

The President has considered the composition of the delegation for his forthcoming travel to Japan and Korea. Given the breadth of our interests in both countries there is ample justification for at least five Cabinet officers or equivalent appointees to be present. In deference, however, to the requests of the governments of Japan and Korea that the delegations be kept small, the President has decided that the Cabinet will be represented by the Secretary of State.

FOR THE PRESIDENT:

Michael K. Deaver

Robert C. McFarlane